

RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES

Minutes of Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held August 20, 20 25

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, August 20, 2025, at 6:30 p.m. with the following members present: Catherine Wolcott, Dave Johnson and Keith McClintock. Also present was Fiscal Officer Mike Romans, Chief Hildenbrand and those on the attached sign in sheet.

Mrs. Wolcott called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mrs. Wolcott reported that there was a quorum. All three trustees were present.

Mrs. Wolcott asked if any residents had questions or concerns to bring before the Board. There were none.

MINUTES

Mrs. Wolcott stated that the meeting minutes were not ready for approval.

ZONING INSPECTOR

Mr. Acquaviva was absent but submitted a zoning report to Mrs. Wolcott.

Mrs. Wolcott reported that four permits have been issued, with a few pending. A notice of violation was sent to a property on Brakeman Road for accumulation of junk and garbage. Multiple appointments regarding upcoming lot splits with variances are needed. Preparation of forms for multiple amendments are being worked on.

ZONING

Mrs. Wolcott reported that the Zoning Commission is scheduled to meet on Monday, September 8, 2025, at 6:00 p.m.

FIRE DEPARTMENT

Chief Hildenbrand reported that the clambake fundraisers will be held in September and October as they have in previous years.

Chief Hildenbrand reported that the Kids with Cancer fundraiser winner was taken to school on the fire engine.

Chief Hildenbrand stated that Hambden fire department will be manning the fair on Thursday from 8:00 AM to midnight. The squad will be there for the first 8 hours, and the engine will be there for the second 8 hours.

The cap is to be installed on the new pickup truck tomorrow. Lights and radios will be coming next. The pickup truck will then be put into service.

Mr. McClintock reported that the treasurer would like to see more funds placed in the reserve funds for future projects. He would like to know what the department heads would like to place in the reserve funds for future equipment and maintenance needs.

Held August 20, 2025

FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$7,161.99.

Mr. Romans reported that vendor warrants #14911 through and including #14926, totaling \$245,751.09 were submitted to the Board for approval and signature. Backup was attached to the checks. They will stand as approved. There were no questions from the Board.

Mr. Romans reported that purchase orders #103-2025 through #108-2025 were submitted to the Board for signature and approval.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported that five Re-allocations of Appropriations were made.
\$2,500 from 2011-330-323 to 2011-330-750 for balance of loader purchase
\$2,500 from 2011-330-490 to 2011-330-750 for balance of loader purchase
\$300 from 2031-330-321 to 2031-330-314 for 2nd half real estate tax collection fees
\$370 from 2191-220-382 to 2191-220-314 for 2nd half real estate tax collection fees
\$30 from 2191-820-820 to 2191-220-314 for 2nd half real estate tax collection fees

Mr. Romans advised the Board that total receipts for July were \$782,160.13 and the total expenditures were \$70,923.49

Mr. Romans reported that the board was given the July financial statement indicating a combined balance of \$3,424,625.61.

MOTION 2025-102: Made by Mr. McClintock, seconded by Mr. Johnson to approve the June financial statement as submitted. Motion carried.

ROADS

Mr. McClintock reported that the 2012 International dump truck sold on GovDeals for \$11,100. The culvert pipes did not sell. The board will look at the minimum bid and decide whether they would like to relist on GovDeals and at what price.

Mr. McClintock reported that Mr. Welker received two quotes for fuel tanks and fuel management systems.

Centerra	\$150 for fuel tanks
	\$59.95 per month for the management system
Great Lakes Petroleum	\$400 for fuel tanks and management system

Mr. Johnson stated that many times the fuel tanks and management system is free with a signed contract for the fuel. Mr. Welker will be asked if any other quotes were requested.

Mr. McClintock reported that the crack sealing is complete, the new plow truck is in the road garage waiting for license plates, the new wheel loader is ordered and expected to be delivered mid-September, the ditching will begin next week and a candidate for the full-time road employee position will be interviewed tomorrow.

RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES

Minutes of Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held August 20, 2025

TOWNSHIP HALL

Mrs. Wolcott stated that the contractor repaired the automatic door closers, and the three interior door handles have been replaced. We are waiting for the quote to replace the front door of the old town hall.

SAFETY

No report.

PARK

Mr. McClintock reported that the community picnic and the market were well attended. The community picnic Chinese auction brought in \$2500. Chief Hildenbrand recommended the trustees have polo shirts made identifying them as Hambden Township Trustees to where to events such as the community picnic.

The parking lot for the market was filled and the organizers cleaned the park of debris prior to leaving. The Park Board and the organizer are considering making this an annual event.

CEMETERY

Mr. Johnson reported that the cemetery grant will not be submitted this year. There is a list of items to be completed before the grant can be submitted. He will put a punch list together to prepare for next year. The cemetery needs to be re-pinned with metal pins versus plastic pins and remapped.

MISCELLANEOUS

Mrs. Wolcott asked the board to revise motion #2025-101, made on August 6, 2025, to change the maximum number of hours for Tracy Palattella to not exceed 30 hours per week during the absence of Mrs. Dottore and a revised start date of August 12, 2025, to allow for training prior to Mrs. Dottore's absence.

MOTION 2025-103: Made by Mr. McClintock, seconded by Mr. Johnson to change the maximum number of hours for Tracy Palattella to not exceed 30 hours per week during the absence of Mrs. Dottore and a revised start date of August 12, 2025, to allow for training prior to Mrs. Dottore's absence. Motion carried.

Mrs. Wolcott reported that since the last trustee meeting the following correspondence was sent to the Board:

- Pioneer Waterland E-mail.

Mrs. Wolcott stated that she has contacted Montville Township Trustee Jim Marsic regarding the Pioneer Waterland complaint.

There were no questions from the Board. The correspondence will be filed in the office.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, September 3, 2025, at 6:30 pm.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

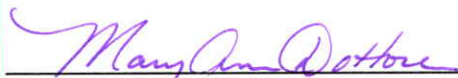
Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held August 20, 20 25

There being no further business to come before the Board at this time, the meeting adjourned at 6:50 p.m.

ATTESTED TO:



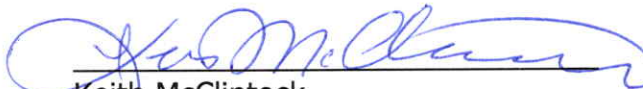
Mary Ann Dottore, Administrative Assistant

APPROVED BY:



Catherine Wolcott

DATE APPROVED:



Keith McClintock



Dave Johnson